

**Town of Darien
Representative Town Meeting
Public Works Standing Committee**

Organizational meeting: November 22, 2010
Town Hall Auditorium

Attendees Mark Adiletta (Chair), Brian Rayhill (Vice Chair), Frank Adelman, Janet Grogan,
David Kahn, William Peters, Richard Poli, Holly Schultz, Allison Stolar

Absent Peter Kelly, Thomas Moore, Christian Noe

Other guests None

9 of 12 Committee members were in attendance, representing a quorum.

Meeting minutes:

The meeting was called to order in the rear of the Auditorium at approx. 8:15 pm, following the conclusion of the RTM Organizational Meeting. Janet Grogan served as Chair Pro Tempore.

- 1. Election of a Chair:** A motion was made to nominate Mark Adiletta as Chair of the Committee for the 2010-11 year. The motion was seconded. No other nominations were offered. The Committee voted unanimously to elect Adiletta as Chair for the 2010-11 year.

Grogan yielded the floor to Adiletta.

- 2. Introductions:** The members of the Committee briefly introduced themselves to the group. Adelman volunteered to serve as Clerk for the present meeting.

- 3. Election of Vice Chair:** A motion was made by Bill Peters to nominate Brian Rayhill as Vice Chair of the Committee for the 2010-11 year. The motion was seconded by Janet Grogan. No other nominations were offered. The Committee voted unanimously to elect Rayhill as Vice Chair.

- 4. Election of Clerk:** Adiletta recognized the work of Peter Kelly in serving as Clerk during the 2009-10 year. Adiletta & Rayhill both noted that Kelly had volunteered via e-mail to serve as Clerk in 2010-11. Despite his absence, and with his prior consent, Kelly was nominated by Grogan to serve as Clerk for the 2010-11 year. The motion was seconded by Peters. No other nominations were offered. The Committee voted unanimously to elect Kelly as Clerk for the 2010-11 year.

- 5. Areas of specialization:** Adiletta noted that in prior terms, each Committee member had followed an issue of importance or relevance for the Committee; the Committee was briefed on key issues by the member(s) following each issue. Adiletta suggested that this arrangement would be beneficial for the 2010-11 year, and the Committee agreed on this arrangement by consensus. After discussion, areas of specialization were assigned as follows:

Holly Schultz & David Kahn	Health & Safety issues, incl. sidewalk installation & maintenance
Allison Stolar & Frank Adelman	Sewer issues, incl. potential sewer line extensions
Brian Rayhill & Bill Peters	Dump / transfer station issues
Richard Poli & Chris Noe	Flooding issues, incl. items related to the Erosion Control Board
Janet Grogan	DPW services, incl. Spring Cleanup
Mark Adiletta	Budget issues relating to DPW or the Public Works Committee
Thomas Moore & Peter Kelly	Future issues / unassigned / TBD

- 6. Flooding & Erosion Control Board:** The Committee discussed the possible impending creation of a Flooding & Erosion Control Board, and its potential relationship to the Environmental Protection Committee. No actions were taken.

- 7. Schedule of Regular Meetings:** Adiletta proposed to schedule regular meetings on Monday evenings starting at 8pm, 1 meeting per month, not to conflict with Regular Meetings of the RTM or the Rules Committee (if possible). This was agreed by consensus. Adiletta will identify suitable meeting dates and circulate to the Committee members by e-mail. Adiletta will also provide to the Town Clerk and reserve appropriate meeting rooms.

- 8. Adjournment:** The meeting was adjourned at approx. 8:50 pm.

Respectfully submitted,
Frank Adelman
District 6
Clerk pro tempore